

**F. CMAQ Reconciliation Project Closeout – CMAQ Reserve Account Transfers: Norfolk**

Attached is a request from the City of Norfolk to transfer a total of \$236,496 in Congestion Mitigation and Air Quality (CMAQ) Improvement funds to the HRTPO CMAQ Reserve Account, as part of VDOT's CMAQ Reconciliation process. The specifics of the request are described below:

- **UPC 12971 – Upgrade Computerized Signal System**
  - Transfer FY 1994 CMAQ Federal allocation of \$164,360 to the HRTPO CMAQ Reserve Account
  
- **UPC 52368 – City of Norfolk – Signal Optimization**
  - Transfer FY 2000 CMAQ Federal allocation of \$11,167 to the HRTPO CMAQ Reserve Account
  
- **UPC 99108 – ATMS Controller Migration and Interconnect – Design Plans I**
  - Transfer FY 2003 CMAQ Federal allocation of \$60,969 to the HRTPO CMAQ Reserve Account

The City of Norfolk also requests to transfer a total of \$90,774 in CMAQ funds from the HRTPO CMAQ Reserve Account to one completed project to cover an existing deficit, as part of VDOT's CMAQ Reconciliation process. The specifics of the request are described below:

- **UPC 52366 – City of Norfolk – CCTV Links**
  - Receive FY 1994 CMAQ Federal allocation of \$90,774 from the HRTPO CMAQ Reserve Account

These projects were completed and are being financially closed out and are not in the HRTPO FY 2021-2024 TIP nor the Hampton Roads 2040 Long-Range Transportation Plan (LRTP) and as such, do not require a new conformity determination.

Should the HRTPO Board approve the CMAQ fund transfers described above, the appropriate databases will be amended to update the funding information associated with the projects. This request is being made available for public review and comment from March 31, 2021 through April 14, 2021.

**Mr. Rob Brown, Norfolk City Transportation Engineer, will be available to answer questions on this item.**

Attachment 4F

**RECOMMENDED ACTION:**

Recommend HRTPO Board approval of the project funding transfers.

March 18, 2021

Mr. Robert A. Crum, Jr.  
 Executive Director Hampton Roads  
 Transportation Planning Organization  
 723 Woodlake Drive Chesapeake, VA 23320

RE: CMAQ Funding Revision: Request to Transfer CMAQ Funds to the HRTPO CMAQ Reserve Account – Norfolk – UPC 12971, UPC 52366, UPC 52368, UPC 99108

Dear Mr. Crum,

The purpose of this letter is to request the transfer of CMAQ funds from completed projects to (1) the project with an existing deficit to facilitate close out; (2) and to the HRTPO CMAQ Reserve Account to close these projects.

Projects funded with CMAQ funds and final vouchered prior to 2017 have been reviewed for closeout and project balances have been coordinated with the Virginia Department of Transportation.

The following transfer is requested to cover an existing deficit with surplus funds from the noted completed CMAQ projects:

Transfer From UPC	Description	Funding	Year	Amount	Transfer To UPC
HRTPO CMAQ Reserve Account	CITY OF NORFOLK - CCTV LINKS	CMAQ Federal	1994	\$ 90,774	52366
Total Amount Required to Cover Existing Deficits				\$ 90,774	

The following transfers are requested to financially close the projects by returning surplus CMAQ federal funds to the HRPTO CMAQ Balance Entry Account:

Transfer From UPC	Description	Funding	Year	Amount	Transfer To UPC
12971	UPGRADE COMPUTERIZED SIGNAL SYSTEM	CMAQ Federal	1994	\$ 164,360	HRTPO CMAQ Reserve Account
52368	CITY OF NORFOLK - SIGNAL OPTIMIZATION	CMAQ Federal	2000	\$ 11,167	HRTPO CMAQ Reserve Account
99108	ATMS Controller Migration & Interconnect - Design Plans I	CMAQ Federal	2003	\$ 60,969	HRTPO CMAQ Reserve Account
Total Amount Transferred to Balance Entry				\$ 236,496	

The net amount of these transactions will result in \$145,722 being returned to CMAQ Balance Entry Account.

The City of Norfolk will work closely with the Transportation Programming Subcommittee (TPS) for requesting the use of these returned CMAQ funds on another active City of Norfolk CMAQ project as soon as possible.

Sincerely,



Amy M. Inman  
 Director, Department of Transit  
 (757) 837-2972

Cc: Deborah A. Mangiaracina, P.E  
Robert Brown. P.E.  
Sonya Hollums-Ponton